

JOB DESCRIPTION

Adams County, Wisconsin

JOB TITLE: Conservation Engineering Technician

STATUS: Regular Full-Time (Salary Exempt)

DEPARTMENT: Land and Water Conservation

SUPERVISOR: County Conservationist

GENERAL DESCRIPTION:

The purpose of this position is to provide: supervision, administration, education and engineering assistance for County ordinances; supervision; education and engineering assistance for inspection, operation and maintenance of County owned dams; and engineering training to LWCD employees. Job duties involve extensive engineering design work and requires DATCP Engineering Practitioner Certification.

JOB DUTIES:

The following duties are required, and the person holding this position may be required to perform other duties of a similar nature or otherwise related to the position.

1. Provide engineering assistance and supervise LWCD activities for Adams County Shore Land Protection Ordinance
2. Provide engineering assistance, administer, educate and supervise LWCD activities for Adams County Animal Waste Storage Ordinance.
3. Provide engineering assistance, administer, educate and supervise LWCD activities for Adams County Nonmetallic Reclamation Ordinance.
4. Provide education and engineering assistance for inspection, operation and maintenance of County owned dams. Employee will assist with supervising part-time dam operator(s) and coordinate their activities. Employee is responsible for updating Emergency Action Plans.
5. Engineering assistance includes, but not limited to, site surveys, data collection, creating designs, developing cost estimates, reviewing and approving LWCD staff and contractor designs, and certifying installations. All engineering activities will meet Federal, State and County standards and laws.
6. Provides engineering design training to LWCD employees.

7. Promotes and informs Adams County landowners about natural resource programs and permit requirements.
8. Attends meetings and conferences as directed by the County Conservationist and Planning and Development Committee.
9. Improves and maintains DATCP Engineering Practitioner Certification.
10. Reports monthly to the County Conservationist an account of activities.
11. Recommends engineering equipment, instruments and computer software for purchase. Uses available technology to increase job performance and efficiency.
12. Performs other duties as requested by the Supervisor for this position.
13. Provide engineering assistance, administer, educate, and supervise LWCD activities for Adams County Stormwater Runoff Ordinance.

REQUIRED QUALIFICATIONS:

1. Bachelor of Science Degree in Environmental Engineering, Agricultural Engineering, Natural Resources, Soil and Water Conservation or related field, or equivalent combination of education and experience which provides the necessary knowledge, skills and abilities.
2. Ability to obtain and maintain DATCP Engineering Practitioner Certification.
3. Ability to use AUTOCAD, ArcMAP, MSWORD, MSOutlook and MSEXCEL.
4. Knowledge of general engineering principles and soil/water conservation practices.
5. Ability to perform field work that includes walking, climbing, bending, stooping and carrying equipment in a variety of weather conditions and on rough terrain.
6. Ability to communicate orally and in writing with customers, Department personnel, County Board Supervisors, Town officials, UW Extension personnel, County employees, conservation group representatives, contractors, surveyors and attorneys.
7. A valid Wisconsin driver's license
8. Ability to work independently, provide self-direction, perform work in a timely manner.
9. Ability to supervise and coordinate activities.
10. Ability to obtain and maintain Dept of Comm Soil Erosion Inspector Certification.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

1. Applicant must be able to use:
 - Equipment and machinery requiring simple but continuous adjustments, such as: trucks, computer keyboard/typewriter, survey instruments, photocopier, telephone, computer printer, camera.
 - very moderate physical effort in sedentary to light work, such as: some combination of crouching and crawling, lifting, carrying, pushing, and pulling.
 - recognize and identify degrees of similarities or differences between characteristics of colors and textures associated with job-related objects, materials, and ingredients.

2. Ability to coordinate eyes, hands, and limbs in performing movements requiring skill and training, such as drawing, typing, and assembling.

Adams County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

The Bloodborne Pathogen exposure for this position is low.

Approved by Planning and Development Committee this 9th day of March, 2009:

Approved by Executive Committee this 9th day of March, 2009:
